

Rilke Schule Inc. Meeting Minutes
Tuesday November 11, 2025, 6:00 PM
8427 Lake Otis Pkwy and Teams

Attendees: Katherine Riling, Joslyn Blanchard, Sydney Osbourne, Hannah Dieckgraeff, Danielle Kalseth, Francheska Bass.

Teams: Conor McCutcheon

- I. **Call to order:** 6:08. **Motion:** Katherine motion to move representatives from RSV and APC to speak earlier than on the agenda. Joslyn 2nd. Passed unanimously. Adoption of the revised agenda and approval of the October 14, 2025 minutes.
- II. **Public comment:** Katherine from the public shared that she attended the ASD school board meeting and that she tried to focus on integrity and that Rilke is also an ASD school in her public comment at that school board meeting.
- III. **Reports**
 - a. **Chair / Vice-Chair:** Chair Katherine worked with Program Director Francheska on clubs and the scholarship information is ready and on the website. The clubs that are available for scholarship are listed which are Rilke hosted clubs. Chair Katherine will draft a business letter for sponsoring of the skis.
 - b. **Treasurer/Vice-Treasurer:** Treasurer Joslyn will be meeting with the CPA tomorrow to review the 990-form. She had a meeting with Foraker to discuss payment and will meet with them again to give them access and file the completed the 990-form. RSV accidentally deposited from the Octrisa site \$10,623.85. This money needs to be sent back to RSV. **Motion:** Approve the check for \$10, 623.85 to RSV for the accidental deposit from Octrisa for their Oktoberfest earnings. Current amounts in accounts: 149k business, 122k checking and 92k savings. Treasurer Joslyn will reach out to brewer to work on business partners page on the website to have her fix it.
 - c. **Program Director:** Program Director Francheska shared that the spring clubs webpage has been submitted for review. She has been working on clubs registration for the spring and the contractor payments have been made with the next one being delivered this Friday. Curbside pickup is up and running, but only a few families using the curbside pickup. She has found that dismissal has been smoother.
 - d. **Administrative Assistant:** Administrative Assistant Lindsey would like a pic of the board and an individual picture of each member for the website.
 - e. **Intern Coordinator:** Intern Coordinator Hannah said that everyone is loving the interns. She is working on getting them to rabbit creek elementary so they can observe for a day. Intern payments are still an issue because they were getting hit with fines since they have German accounts.

- f. APC: APC will be sending out communication to families about the current facility including a community survey and Q & A. APC plans to increase communication with ASD that we are still in need of a long-term facility and that it seems some families are unaware that this building has an expiration date.
- IV. **RSV:** St Martinstag went well. Currently planning Christkindlmarkt.
- V. **Old business**
 - a. Ski gear funding request: The skis have been ordered. We will reach out to ASD business partners and request sponsorship asking \$135 and the business can put their sticker on a pair of skis.
 - b. Review and adoption of board goals: Finance committee Grace Johnston and Ryan Dieckgraff has expressed interest in joining the finance committee. Parent and me (Grown up and Me) German class: We will offer it mid-week after drop off parents with small children can come for an hour and hour/half where they will engage in songs, playtime, crafts, play-based model in German.
- VI. **New business**
 - a. Intern payments: Hannah suggested that we pay them extra to cover fees associated with depositing money into international accounts. Hannah will look into the app “wise” because it has a smaller fee associated with it. For recruitment, we will look at universities that have connection to elementary education. We will put video testimonials and exit interviews from current and past interns. We will also work with Administrative Assistant Lindsey to put an internship page on the RSI website. Applications for interns are typically in March/April. **Motion:** RSI will pay each intern \$330 in cash for December to offset their expenses and fee accrual.
- VII. **Public comment:** none
- VIII. **Executive Session**
- IX. **Adjournment:** 7:58